

93882

AN ORDINANCE

**ESTABLISHING A UNIFIED DEVELOPMENT CODE
TECHNICAL ADVISORY COMMITTEE TO ASSIST IN
THE MONITORING, REVIEW, AND AMENDMENT OF
THE REVISED UNIFIED DEVELOPMENT CODE.**

* * * * *

WHEREAS, the Revised Unified Development Code will require continuing monitoring to assure its appropriate implementation; and

WHEREAS, City Council wishes to assure a broad spectrum of appointees to assist it, the staff, Planning Commission and Zoning Commission in the implementation of its provisions; **NOW THEREFORE**.

SECTION 1. The attachment "Unified Development Code Technical Advisory Committee" to this ordinance is hereby adopted and incorporated herein for all purposes.

SECTION 2. The individuals noted as At Large Members in the attachment "Appointments to the Unified Development Code Technical Advisory Committee" are hereby appointed to said Committee. The members so appointed shall serve at the pleasure of City Council, and shall also be subject to the Provisions of (4) of the attachment "Unified Development Code Technical Advisory Committee."

SECTION 3. The Committee hereby established shall be an advisory group with no power other than to advise the Council, Departments and Commissions noted in its charge. However, all meetings of the Unified Development Code Technical Advisory Committee shall be open to the public and notice of its meetings shall be in compliance with the Texas Open Meetings law.

SECTION 4. This Committee is authorized only for a period through December, 2002.

SECTION 5. This ordinance shall take effect ten days from date of passage.

PASSED AND APPROVED this 3rd day of May, 2001.

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M A Y O R
Howard W. Peak

ATTEST:
City Clerk

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APPROVED AS TO FORM: _____
City Attorney

**UNIFIED DEVELOPMENT CODE
TECHNICAL ADVISORY COMMITTEE**

In order to monitor the implementation of the UDC and to establish a problem solving mechanism a UDC Technical Advisory Committee shall be appointed. Following are the guidelines for establishing the Committee and provisions for conducting business and resolving issues or concerns.

Purpose & Charge

A UDC Advisory Committee shall be appointed by the City Council to assist in the monitoring, review and amendment of the UDC. Specifically the Committee will review and provide input to staff concerning editing and administrative changes designed to promote efficiency of administering the UDC and compliance with the intent of the UDC.

(1) **COMPOSITION:** The UDC Advisory Committee will consist of 17 members as follows:

?? Chairman (Appointed by the Mayor)

?? Ten members representing a balance between Neighborhood and Development interest. (Appointed at large by the City Council).

?? One member each from the Planning Commission, Zoning Commission & Board of Adjustment (One each appointed by the respective Commission)

?? The City of san Antonio Planning Director, Development Service Director and Public Works Director or their authorized designee.

(2) **APPOINTMENT:** The City Council will appoint the at large members with the intent of maintaining a balance between the number of Neighborhood/Community stakeholders and Development Stakeholders. Appointment shall be for a one year term which may be extended at the discretion of the City Council for a second term. Appointments to fill vacancies shall be structured to maintain the balance of at large memberships as noted in item (1) above.

(3) **MEETINGS:** The UDC Advisory Committee shall meet monthly to discuss items of the UDC which appears to need additional clarification and/or definition and to provide input To the staff in regard to changes needed regarding any omissions or editorial matters.

It shall not be the responsibility or role of the UDC Advisory Committee to formulate and/or propose substantive changes or additions to the UDC, except as such may be necessary to effectuate a procedural recommendation of the Committee.

- 1 (4) **MEMBER REMOVAL:** Committee members who miss any three consecutive regularly
2 scheduled meetings shall be removed from the Committee. The City Council shall appoint
3 as expeditiously as feasible a new member to serve on the Committee. Such member shall
4 fit the criteria and interest of the member who is being removed from the Committee.
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- 6 (5) **VOTING:** No votes to amend or action will be taken to forward a recommendation to the
7 Planning and/or Zoning Commission unless by a majority vote of the UDC Advisory
8 Committee. To conduct a vote, a quorum of the Committee shall be present. A quorum
9 shall consist of any eleven members of the Committee present.
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- 11 (6) **PROXIES:** Proxy votes may not be cast.
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- 13 (7) **MEMBER CONDUCT:** No UDC Advisory Committee Member shall speak before the
14 Planning Commission, Zoning Commission and/or City Council on behalf of the Committee
15 unless the Committee has authorized them to serve as the spokesperson on a given issue or
16 subject. Notwithstanding, the above, any UDC Advisory Committee Member may at any
17 time address such bodies on their own behalf or the group which they represent but should
18 not allude in such instances to Committee concurrence or support unless as authorized above.
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- 20 (8) **CONDUCT OF BUSINESS:** Procedure for UDC editing and interpreting issues which
21 arise shall be as follows:
22
- 23 (a) Editing or interpretation issues may be brought forward by any member of the UDC
24 Advisory Committee, city staff or stakeholder for discussion and consideration. The
25 issue "**must be presented in writing**" by the individual or group bringing such issue
26 forward.
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- 28 (b) The UDC Committee will discuss the issue and may request staff to research the issue,
29 consider the Committee's comments and to draft a recommended solution.
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- 31 (c) As expeditiously as possible the staff will present its recommendation for consideration.
32 After discussion and approval of the majority by the UDC Committee members present,
33 consisting of a quorum of at least eleven of the Committee members, the members may
34 vote to accept, reject or modify the recommendation for submission to the appropriate
35 Commission. Provided, however, the City staff may proceed with its proposed resolution
36 regardless of the advice of the Committee.
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- 38 (d) Dissenting members to a position of the Committee may submit in writing a minority
39 opinion or recommendation to the appropriate Commission.
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- 1 (e) Edits and issues that have immediate legal consequence or adversely affect the
2 administration of the UDC may be taken forward individually if so recommended
3 by the City Attorney's Office or direction of the Zoning Commission, Planning
4 Commission or City Council without prior UDC Committee review.
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7 (f) Matters of interpretation not resolved by staff may be referred to the City's UDC
8 consultant Mark White of FLC. Mr. White will then provide his understanding of the
9 edit or issue, his interpretation of the code regarding it and a recommended procedure
10 for addressing it.
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12 (g) Recommendations and reports of the UDC Committee will be forwarded to City Council
13 by the director of Development Services and City Council may direct staff to prepare an
14 ordinance for its consideration, if necessary, to address the Committee's concern.
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**APPOINTMENTS TO THE UNIFIED DEVELOPMENT CODE
TECHNICAL ADVISORY COMMITTEE**

The following nominees are appointed to the Unified Development Code Technical Advisory Committee.

Chairman Gene Dawson

At-Large Members	Development	Neighborhood
	John Roy*	Charlie Conner*
	Glen Westrom*	Richard Alles
	Herb Quiroga*	Jose Gonzalez*
	Norman Dugas*	Doug Lipscomb
	Ken Brown*	Jody Sherrill

Planning Commission To be named by the commission

Zoning Commission To be named by the commission

Board of Adjustment To be named by the commission

Director of Development Services Chris Brady, Interim Director

Director of Planning Emil Moncivais

Director of Public Works Tom Wendorf

*Indicates members of the UDC Oversight Committee

**UDC REVISION OVERSIGHT COMMITTEE
APPOINTMENTS MAY 3, 2001**

		Telephone	Fax
Chairman	Gene Dawson Pape-Dawson Engineers 555 E Ramsey San Antonio, Texas 78216	375-9000 gdawson@pape-dawson.com	375-9010
Development	John Roy Cencor Realty 70 NE Loop 410 #750 San Antonio, Texas 78216	366-3500 602-8121 (mobile) jroy@cencorrealty.com	377-1777
Development	Glen Westrom Planning Consultant 709 Sontera San Antonio, Texas 78258	490-3267	490-4465
Development	Herb Quiroga Kaufman & Broad 4800 Fredricksburg Rd. San Antonio, Texas 78229	308-1316 hquiroga@kbhome.com	979-0072
Development	Norman Dugas Dugas Diversifies Development 14502 Brookhollow San Antonio, Texas 78232	402-0866 dvlopr@satx.rr.com	545-3313
Development	Ken Brown Earl & Brown 111 Soledad Street, Suite 1111 San Antonio, Texas 78205	222-1500 kbrown@earlandbrown.com	222-9100
Neighborhoods	Charlie Conner Connder-Legrand 8930 Wurzbach San Antonio, Texas 78240	493-7176 charlie@conner-legrand.com	493-7909
Neighborhoods	Richard Alles 233 Meadow Brook San Antonio, TX 78232	494-2088 treecoalition@att.net	
Neighborhoods	Jose Gonzalez Alternative Housing Corp. 1215 S. Trinity San Antonio, TX 78207	224-2349	224-9686

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Neighborhoods	Doug Lipscomb 1138 E. Commerce San Antonio, TX 78205	226-1246	805-8713 (hm. & fax)
Neighborhoods	Jody Sherrill 8503 Knight Knoll San Antonio, TX 78250	521-9058	
Zoning Commission	Ernani Falcone 9322 Beowulf San Antonio, Texas 78254	681-8370	681-5213
Planning Commission	Susan Wright 10 Dominion Dr. San Antonio, TX 78254	698-1232	698-1466
Broad of Adjustments	Jesse Zuniga, Jr. 2407 Towncliff San Antonio, TX 78257	680-8000 wk 220-8337 pgr.	680-8120 522-1001 hm.
Planning Director	Emil Moncivais	207-7952	207-7897 emoncivais@ci.sat.tx.us
Development Services Director	Christophr J. Brady Interm Director (Rod)	207-4478	
Public Works Director	Thomas G. Wendorf, P.E. (Razi)	207-8022	207-4406 Twendorf@ci.sat.tx.us
Designated reps for Directors			
Public Works	Razi Hosseini, P. E.	207-8076	RaziH@ci.sat.tx.us
Development Services			
Rod Sanchez			
Planning Department			
Jesus Garza			